## E-Exam Email Help Request Form

To help us provide a timely response to your problem, please complete the following information. When finished, copy the information and paste it in an email or attach this file to the email.

Address the email to: e-exam@maxwell.af.mil. In the subject line insert: **E-Exam Assistance Request** 

- 1. Name of Person to Contact:
- 2. Commercial Telephone Number:
- 3. Location & Time Zone:
- 4. Are your computers networked or stand alone?
- 5. Operating System:
- 6. Problem Description: (What you tried to do and what happened)
- 7. Any Error Messages Displayed (Include screen shot or copy of text)